

**TOWN OF ELSMERE
COUNCIL
MEETING MINUTES
JULY 8, 2010
COUNCIL CHAMBERS
6:30 p.m.**

CALL TO ORDER: Mayor Deborah A. Norkavage called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

MAYOR	DEBORAH A. NORKAVAGE	PRESENT
1 ST DISTRICT	JOHN JAREMCHUK, JR.	PRESENT
2 ND DISTRICT	STEVEN BURG	PRESENT
3 RD DISTRICT	THOMAS S. NOVAK, JR.	PRESENT
4 TH DISTRICT	CHARLES MCKEWEN	PRESENT
5 TH DISTRICT	JOANN I. PERSONTI	PRESENT
6 TH DISTRICT	JOHN N. PASQUALE, JR.	PRESENT

Town Manager, John Giles – Present
Town Solicitor, Edward McNally – Present
Lieutenant Christopher Workman – Present

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

Mayor and Council considered the approval of the Minutes of the June 10, 2010 Council Meeting.

ACTION: A motion was made by Councilwoman Personti to approve the Minutes of the June 10, 2010 Council Meeting with no corrections. The motion was seconded by Councilman Pasquale.

VOTE:

All in favor

Motion carried

OLD BUSINESS:

Mayor and Council considered for Third and Final Reading as well as a Public Hearing of Ordinance 516.

An Ordinance requiring that permits be obtained for Excavation and Re-Grading activities.

Councilman Pasquale requested to have Ordinance 516 put on the August Agenda.

NEW BUSINESS:

Mayor and Council considered for First and Second Reading of Ordinance 517.

An Ordinance officially adopting the 2010 update of the 2004 Comprehensive Plan.

ACTION: A motion was made by Councilman Pasquale to approve for First and Second Reading of Ordinance 517. He further gave a synopsis of the Ordinance. The motion was seconded by Councilman Novak.

VOTE:

All in favor

Motion carried

Mayor and Council considered for First and Second Reading of Ordinance 518.

An Ordinance authorizing Police Officers and the Town's Code Enforcement Officers to enforce Chapter 215 of the Code of the Town of Elsmere "Vehicles & Traffic".

ACTION: A motion was made by Councilman Pasquale to approve for First and Second Reading of Ordinance 518. He further gave a synopsis of the Ordinance. The motion was seconded by Councilwoman Personti.

Councilman Jaremchuk asked which specific Ordinances they are referring to.

Town Manager, John Giles explained Ordinance 518 would allow the Code Officers to enforce almost all of Chapter 215, with the exception of Article IV. Basically the Code Officers would be able to enforce parking violations but not traffic violations.

VOTE:

All in favor

Motion carried

Mayor and Council considered for First and Second Reading of Ordinance 519.

An Ordinance amending Chapter 131 of the Code of the Town of Elsmere “Business Licenses”.

ACTION: A motion was made by Councilman Pasquale to approve for First and Second Reading of Ordinance 519. He further gave a synopsis of the Ordinance. The motion was seconded by Councilwoman Personti.

VOTE:

All in favor

Motion carried

Mayor and Council considered for First and Second Reading of Ordinance 520.

An Ordinance amending Chapter 182 of the Code of the Town of Elsmere “Rental Fees”.

ACTION: A motion was made by Councilman Pasquale to approve for First and Second Reading of Ordinance 520. He further gave a synopsis of the Ordinance. The motion was seconded by Councilwoman Personti.

VOTE:

All in favor

Motion carried

Mayor and Council considered for First and Second Reading of Ordinance 521.

An Ordinance requiring the registration and payment of fees for vacant properties.

ACTION: A motion was made by Councilman Pasquale to approve for First and Second Reading of Ordinance 521. He further gave a synopsis of the Ordinance. The motion was seconded by Councilwoman Personti.

VOTE:

All in favor

Motion carried

Mayor and Council considered for First and Second Reading of Ordinance 522.

An Ordinance expanding the use of the “Instant Ticket” program from the Property Maintenance Code to other section of the Code.

ACTION: A motion was made by Councilman Pasquale to approve for First and Second Reading of Ordinance 522. He further gave a synopsis of the Ordinance. The motion was seconded by Councilman Novak.

Councilwoman Personti commented she had some concerns regarding Ordinance 522, but could be discussed at next months meeting.

VOTE:

All in favor

Motion carried

Mayor Norkavage stated for the record the aforementioned Ordinance’s came about during a brainstorming session from the Town employees input. She further stated their input is truly appreciated and welcome any future ideas that would help improve the Town or the quality of life in the Town.

Councilman Pasquale stated the ideas were excellent and if anyone has a better idea of making a job easier to also submit their suggestions.

Councilwoman Personti stated it is very much appreciated, especially the time that was put into doing the research and comparisons with other municipalities.

ACTION: A motion was made by Councilman Jaremchuk in accordance with Section 702, paragraph 2, subsection (V) of the Charter, they vote to look outside the department for a qualified person to fill the position of Chief, and in accordance with Section 702, paragraph 2, subsection (VI) of the Charter, do hereby appoint effective immediately William Scott McLaren as Chief of Police. The motion was seconded by Councilman Burg.

VOTE:

All in favor

Motion carried

At this time Mayor Norkavage swore in William Scott McLaren as the Town of Elsmere's Chief of Police.

Mayor and Council considered taking the following actions in the Administrative Department.

Transfer from:

- a. Public Works Salary \$49,269.00
- b. Public Works Insurance Health \$16,853.28
- c. Public Works Insurance Life & Disability \$461.00

Transfer to:

- a. Administration Salary \$51,732.00
- b. Administration Insurance Health \$14,390.28
- c. Administration Insurance Life & Disability \$461.00

Mr. Giles stated his request for the transfer funds from the Public Works Department over to the Administrative Department is in order to hire a full-time Assistant Town Manager. He further explained he is requesting that the position of "Senior Executive Assistant To The Town Manager" be renamed in the approved Town of Elsmere Wage Compensation Plan for Non-Police Personnel to "Assistant Town Manager".

ACTION: A motion was made by Councilman Novak to approve the transfer of funds from the Public Works Department as previously described to the Administration Department in order to hire a full-time Assistant Town Manager. The motion was seconded by Councilman Burg.

VOTE:

All in favor

Motion carried

ACTION: A motion was made by Councilman Novak to approve the renaming of the position of “Senior Executive Assistant To The Town Manager” to “Assistant Town Manager”. The motion was seconded by Councilman Burg.

VOTE:

All in favor

Motion carried

DEPARTMENTAL REPORTS:

Code:

Progress

Finance:

Progress. Also the 2010-2011 tax bills were mailed out today.

Public Safety:

Chief McLaren thanked Mayor and Council for the opportunity of hiring him as the new Chief of Police for the Town of Elsmere. He further gave a brief history with his connection throughout the years with the Town of Elsmere. Chief McLaren also thanked Lieutenant Workman for running the police department over the past nine (9) months. He also stated he looks forward to meeting with the officers in order to gather information to accomplish goals for the safety of the community.

Public Works:

Progress. Mr. Giles also reported the summer youth program has started and there will be a total of seven (7) youths that will be working for the Town.

Mayor Norkavage expressed her concerns with being in the parks after dark for the Movies in the Park and wanted to take the necessary steps so that we are not in violation with the Town Code.

Councilman Jaremchuk remarked it would take an amendment to the Ordinance.

Mr. Giles agreed with Councilman Jaremchuk and further stated he did not have enough time to prepare it for this evening’s Supplemental Agenda, but would have it ready for next month’s meeting.

Councilwoman Personti asked if any other attempts were made for advertizing for the Movies in the Park.

Administrative Assistant, Ms. Jessica Godwin gave a breakdown of the costly expenses in order to have it published in Spark and The News Journal.

Councilwoman Personti also requested to have a sign posted at the entrance indicating no dogs are permitted in the parks during the Movies in the Parks Events.

Town Manager's Report:

Mr. Giles reported he originally hired Mrs. Tina Law back as part-time, but as of Monday, July 12, 2010, she will become the full-time Assistant Town Manager.

PUBLIC COMMENT:

Mr. Tom Mitten spoke about the Town's ability and inability of costs regarding publishing community news for the Town of Elsmere and recommended using The Community News Publication to start an edition for this area.

Councilman Novak reported on an issue that is ongoing at the corner of Linden and Elm Avenues that requires a stop sign. Also a traffic study had been done to confirm this issue. He further requested to vote on the Resolution even though it wasn't drawn up for this evening's meeting.

Mr. Giles reported on the Storm Water Discharge permit process that would make the public aware regarding dumping items in the drains because it drains into the creeks.

Mr. Giles commented that he personally felt Mayor and Council could not have picked a better candidate for Chief of Police than Scott McLaren. He further stated he looks forward to working with him again.

ACTION: A motion was made by Councilman Novak to approve Resolution 10-11 which would move the existing stop sign from the eastbound side of Elm Avenue to the southwest corner of Elm Avenue and install a new stop sign on Linden Avenue on the southwest corner of Linden Avenue for northbound traffic to stop prior to proceeding, and to also include the white painted stop lines. The motion was seconded by Councilman Jaremchuk.

VOTE:

All in favor

Motion carried

ITEMS SUBMITTED BY MAYOR AND COUNCIL:

Councilman Burg commended the Administration Staff and Public Works Department for another outstanding July 4th Event and also for all their hard work that was put into running this event.

Councilman Novak, Councilman McKewen, Councilwoman Personti and Councilman Pasquale welcomed the new Chief of Police, William Scott McLaren.

Councilman Pasquale also requested having the stop sign replaced at Alfred and Olga Roads since it is very old and faded.

ADJOURNMENT:

ACTION: A motion was made by Councilman Novak to adjourn. The motion was seconded by Councilman Burg.

VOTE:

All in favor

Motion carried

The meeting was adjourned at 7:10 p.m.

These minutes summarize agenda and other issues discussed at this Council Meeting. Votes are recorded accurately. The audio tape(s) of this meeting will be available at Town Hall for a period of two years from the date these minutes are approved. The audio tapes may be reviewed at Town Hall by appointment and in accordance with the Freedom of Information Act.

DEBORAH A. NORKAVAGE
MAYOR

JOANN I. PERSONTI
SECRETARY